



**LOCATION**

Virtual via Microsoft Teams

**DATE & TIME**

Monday, December 15, 2025  
11:00 AM

# MEETING MINUTES

## Call to Order

Chair Pro Tem Aden Short called the meeting to order at 11:02 a.m.

## Directors Present Virtually

Aden Short, Vice Chair, P.A. Short Distributing Company (Chair Pro Tem)

Joseph Guthrie, Secretary, VDACS Commissioner

Matt Mullett, Member, RichBrau Brewing

## Directors Absent

Jason Romano, Chair, Lake Anne Brew House

## Others Present Virtually

Dakota Rust, VDACS, VBDC Operations Manager

Missy Johnson, VDACS, VBDC Financial Analyst

Staci Saunders, VDACS, VWDC Operations Manager

Ashley Reed, VDACS, Deputy Director of Administrative and Financial Services

Stan Joynes, VWDC Chair, Valley Road Vineyards

Justin Bell, OAG, Assistant Attorney General

Mike Mullin, VBWA, General Counsel

## Approval of Agenda

Secretary Guthrie moved to approve the agenda as written. Chair Pro Tem Aden Short seconded the motion, which passed unanimously.

## Approval of Draft Minutes

Secretary Guthrie moved to approve the minutes of the November 12, 2025, board meeting. Mr.

Mullett seconded the motion, which passed unanimously.

### *Business Development*

#### **Engagement of Outside Counsel**

Secretary Guthrie opened the discussion regarding the contracts for outside counsel. Mr. Joynes presented the revised contract from Williams Compliance. Mr. Bell reviewed applicable Code of Virginia statutes that govern this matter. He solicited additional proposals from two law firms to compare as per OAG policy. Additional proposals must come from the OAG office with their approval to move forward before the board can approve any outside counsel. He received one and is awaiting a second. Mr. Joynes reviewed the revised contract terms he received from Williams Compliance and the Memorandum of Agreement. A discussion ensued regarding the matter. The board asked for more documentation to be provided by Mr. Rust, including the type of questions Mr. Rust is seeking answers to and the answers and response rates of previous attempts. Mr. Mullett moved to table the motion until the next meeting. All were in favor, and the motion passed unanimously.

#### **Marketing Services**

Chair Pro Tem Short opened the discussion regarding VBDC's current marketing services contract. Mr. Rust explained that the current Flair contract will be extended until June 2026. Mr. Rust is working with the Procurement Director to post a RFP for a marketing firm. The marketing firm applicants will be invited to pitch their ideas to VBDC. Mr. Rust asked two board members to assist with the process. Secretary Guthrie moved that Chair Pro Tem Short and Mr. Mullett assist staff with this search. Chair Pro Tem Short seconded the motion, which passed unanimously.

#### **New Business**

The Commissioner reported he had been brought into an exchange of email messages by Brett Vassey, Virginia Craft Brewers Guild, regarding farm brewers' pressure vessel inspections. Mr. Vassey was replying to a message he had received from a staff member of the Department of Labor and Industries (DOLI) regarding the inspection of boilers and pressure vessels. The staffer was confirming, lest there be confusion otherwise among craft brewers, that DOLI - not VDACS - has the regulatory authority to inspect boilers and pressure vessels. Commissioner Guthrie reached out to the program manager in the VDACS Office of Food Safety and verified that it is DOLI that inspects these vessels. He confirmed that for Mr. Vassey.

#### **Public Comment**

By direction of the Chair Pro Tem, the public comment period was taken after the Business Development section of the meeting. No public comment was made.

**Next Meeting**

The upcoming board meeting is tentatively scheduled for January 13, 2026, from 11:00 a.m. to 1:00 p.m.

**Adjourn**

The meeting adjourned at 12:35 p.m.

